



**NORTH CAROLINA DEPARTMENT OF COMMERCE  
DIVISION OF WORKFORCE SOLUTIONS**

**DWS Policy Statement Number: PS 02-2020**

**Date: April 06, 2020**

**Subject: One-Time Telework Equipment and Services Grants  
Available to Local Workforce Development Boards**

**From:**

  
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Jessica Englert  
Assistant Secretary for Workforce

*North Carolina Governor Roy Cooper's NC Job Ready is built on three core principles: education and skills development are the foundation to a strong and resilient workforce; an employer-led workforce development system is key to the growth of a highly skilled and job ready workforce; and local innovation is critical to a dynamic and effective workforce system*

**Purpose:** To support local Workforce Development Boards' Workforce Innovation and Opportunity Act (WIOA) NCWorks Career Center staff by providing one-time grants to be used for equipment and services needed for teleworking, due to Governor Roy Cooper's "Stay-At-Home" executive order, as a result of the COVID-19 coronavirus pandemic.

**Background:** WIOA was enacted to strengthen the U.S. workforce development systems through innovation in, and alignment and improvement of, employment, training, and educated programs in the U.S. and to promote individual and national economic growth. To that end, NCWorks Career Centers are designed to provide services to individuals in obtaining training and employment and to aid employers in obtaining a skilled workforce.

Effective March 30, 2020, Governor Roy Cooper's Executive Order number 121 put into place a "Stay-at-Home" order designed to keep the citizens of North Carolina safe during the COVID-19 coronavirus pandemic, thereby requiring NCWorks Career Centers to operate remotely.

The Division of Workforce Solutions seeks to provide resources necessary to make sure the job seekers of North Carolina are connected and able to receive services remotely. Recognizing that some local Workforce Development Boards may require additional resources for staff to telework, the Division is making available one-time telework equipment and services grants to provide funds for the purchase of equipment and services.

The request process for those local workforce development areas that would like to request these funds is to complete the attached form. (A One-Time Telework Equipment and Services Grants Request Form is provided as Attachment 1).

The Division will evaluate each application and award up to \$5,000, per local Workforce Development Board, to support this initiative. These funds are available to support the cost of equipment and services for Career Center staff with the expectation that this investment will equip staff to provide services to customers remotely.

**Action:** Each Local Workforce Development Board may apply for this one-time special Telework equipment and services grant in an amount not to exceed \$5,000 by submitting the attached form. **Funds will be available one-time only and all expenses must be completed by June 15, 2020.** All purchases and service plans are owned by the WDB and no further funds will be issued for this initiative. All applicable procurement and contracting policies must be followed.

**Effective Date:** Immediately

**Expiration:** June 15, 2020

**Contact:** Division Planners

**Attachment 1:** Telework Equipment and Services Grants Request Form

**EXPIRED**